

Approved 1/27/2005

**Governor's Council on  
Physical Fitness and Health**

**BYLAWS**

**ARTICLE I**

**Name of Council**

Section I. This Council shall be known as the Governor's Council on Physical Fitness and Health.

**ARTICLE II**

**Purpose**

Section I. The purpose of this Council in accordance with Executive Order 02-12 is to advise the Governor, the Commissioner of Administration and others on ways to enhance the physical fitness and health of all Missourians; designate the host of the Show-Me STATE GAMES and serve on the Show-Me STATE GAMES Steering Committee, Finals Organizing Committee and other committees formed to direct the Show-Me STATE GAMES; and to promote the improvement of the health and physical fitness of all Missourians through the following:

Encourage the exchange of information about health and fitness.

Create private and public sector support for physical fitness activities.

Implement statewide programs to accomplish the goals of the council.

**ARTICLE III**

**Membership**

Section I. Membership of the Council shall consist of twenty-nine members. Twenty (20) members representing the allied health profession, sports, educators, business, industry, and government shall be appointed by the Governor to two (2) year terms.

Four (4) members shall be members of the General Assembly appointed by the Governor to two year terms as follows: one (1) Representative from the Majority Party and one (1) Representative from the Minority Party, one (1) Senator from the Majority Party and one (1) Senator from the Minority Party. The Commissioner of Administration and a representative from the Missouri Department of Health and Senior Services, Department of Mental Health, the Missouri Department of Elementary and Secondary Education and one from the staff of the Governor or the Lieutenant Governor shall also be appointed to the Council by the

Governor for two-year terms. The Executive Director of the Council, as appointed by the Governor, shall serve as an ex officio member of the Council.

Section II. There shall be no remuneration for services as a member of this Council from state or federal funds except that the Council and members thereof may be reimbursed for necessary expenses actually incurred during the performances of official duties in accordance with funding policies set forth by the Office of Administration.

Section III. The Governor may appoint liaisons from allied health and fitness organizations to provide expertise in disciplines and fields. These voting liaisons shall serve at the pleasure of the Governor.

Section IV. There shall be no remuneration for services as liaisons of this Council from state or federal funds except that the Council and liaisons thereof may be reimbursed for necessary expenses actually incurred during the performance of official duties in accordance with funding policies set forth by the Office of Administration.

## **ARTICLE IV**

### Elections

Section I. Officers of the Council shall be Chair and Vice Chair. The Governor will appoint one member of the Council to serve as Chair. The Council will elect one (1) member to serve as Vice Chair and one (1) member of the Council to serve on the Executive Committee. The terms of Vice Chair and Executive Committee member shall be for a one (1) year period and shall be limited to two (2) terms each. The Governor's Council on Physical Fitness and Health shall hold officer elections at the annual meeting of the Governor's Council, which shall be the Council's fall meeting. In the event a quorum is not present at the fall meeting, the officer's election shall be held at the next following meeting at which a quorum is present.

Section II. The Nominating Committee shall recommend a member/liaison for the Vice Chair position at the summer meeting for election at the fall meeting. The Council will nominate and elect a member/liaison to serve on the Executive Committee at the fall meeting.

Section III. The Chair shall be the principal executive officer of the Council. He/she shall preside at all meetings. He/she may sign all instruments as may be authorized by the Council. He/she shall perform all other duties incident to the office of Chair as prescribed by the Council.

Section IV. In the absence of the Chair, or in the event of the Chair's inability or refusal to act, or resignation, the Vice Chair shall perform the duties of the Chair until the appointment of a new Chair by the Governor.

Section V. An honorary Chair and honorary members may be appointed by the Governor and serve at the pleasure of the Governor and both the honorary Chair and honorary members shall be non-voting members of the Council.

## **ARTICLE V**

### Meetings

Section I. The Council shall hold regular meetings at least four (4) times per year at the call of the Chair.

Section II. A quorum shall consist of fifteen (15) members/liaisons of the Governor's Council.

Section III. Members/liaisons shall give prior notice to the staff secretary, provided by the Office of Administration, when they will not attend a meeting of the Council regardless of whether or not they are sending an alternate.

Section IV. No member/liaison of the Council may participate in or seek to influence a decision or vote of the Council if the member/liaison would stand to gain pecuniary benefit.

Section V. Council members/liaisons may send alternates to meetings. Members/liaisons may vote by proxy two times per term through another council member/liaison.

Section VI. The staff secretary, provided by the Office of Administration, shall be responsible for the minutes of the Council meetings.

Section VII. All meetings of the Council shall be open to the public except as provided in Chapter 612, RSMo.

Section VIII. The council will submit to the Governor's office for his/her disposition the name of any member/liaison who misses two (2) meetings in a year (defined as the period between annual meetings) without giving prior notice (as provided in Section III above).

## **ARTICLE VI**

### Committees/Task Forces

Section I. The Chair shall be empowered to appoint committee chairs and members and liaisons to such standing and temporary committees or task forces as may be necessary to carry out the duties and to facilitate the operation of the Council with the exception of the Nominating Committee which shall be appointed by the Executive Committee.

Section II. The Executive Director shall serve as staff to all appointed committees and task forces.

Section III. An Executive Committee consisting of the Chair, Vice Chair, Executive Director (ex officio) and one (1) council member/liaison elected by the Council, shall act on the Council's behalf between council meetings and shall serve as the primary leadership of the Council.

Section IV. The Executive Committee will appoint a Nominating Committee after each annual meeting (fall) which shall consist of five (5) members or liaisons and would include the Nominating Committee Chair. The duties of the Nominating Committee will be as follows:

- A. Nominate the Vice Chair and present their recommendation at the summer meeting for election at the fall meeting.
- B. Screen and nominate citizens of Missouri for appointment to the Council as members and liaisons by the Governor.
- C. Evaluate existing members/liaisons at the end of their term and make a recommendation for reappointment.
- D. Conduct orientation for new members/liaisons.

Section V. The Executive Committee will appoint a Finance Committee and a Finance Committee Chair after each annual meeting (fall) which shall consist of a determinable number of members or liaisons. The duties of the Finance Committee will be as follows:

- A. Raise \$50,000 annually.
- B. At least annually, invite the officers of the Fitness Foundation to make an annual report.
- C. Contact corporations, businesses, companies, individuals, and organizations to request financial support of the Governor's Council on Physical Fitness and Health's programs.
- C. Report to the council quarterly on donations received and contacts made.

Section VI. The standing committees of the Council shall be the Executive Committee, the Finance Committee and the Nominating Committee.

## **ARTICLE VII**

### **Parliamentary Authority**

**Section I.** The rules contained in "Robert's Rules of Order" shall govern this Council.

## **ARTICLE VIII**

### **Adoption and Maintenance of Bylaws**

**Section I.** Bylaws of the Council shall become operative upon their ratification by a majority vote of a quorum of the Council.

**Section II.** Bylaws of the Council may be amended by a majority vote of the members/liaisons present. Proposed amendments to Council bylaws shall be distributed to the membership of the Council at least thirty (30) days prior to the meeting at which they are to be considered.